

PART I - SECTION C

U.S. DEPARTMENT OF TRANSPORTATION (USDOT)
FEDERAL AVIATION ADMINISTRATION (FAA)

PERFORMANCE WORK STATEMENT (PWS)

TELECOMMUNICATIONS INFRASTRUCTURE
TECHNICAL / MANAGEMENT SUPPORT SERVICES FOR THE
MIKE MONRONEY AERONAUTICAL CENTER (MMAC)

TELECOMMUNICATIONS DIVISION AMI-400

DATED 6 JULY 2010

Part I – General Information

A. Introduction

1.0 Introduction. This effort requires a support services contractor to provide technical and management support services for the Mike Monroney Aeronautical Center (MMAC) telecommunications infrastructure. The MMAC telecommunications infrastructure consists of a Nortel SL-100 digital telephone system (a main switch, and (1) remote switch), the MMAC paging system, MMAC video teleconferencing equipment, high-speed fiber networks / hubs / switches / routers, MMAC campus copper and fiber cable plant, and equipment providing wireless cellular connectivity for the MMAC campus.

1.1 Scope. The Contractor shall provide experienced, qualified management and technical personnel to maintain and troubleshoot the MMAC telecommunications infrastructure. The Contractor shall make available all personnel and services necessary to assist the Federal Aviation Administration (FAA) MMAC in accomplishing its mission. The Contractor may also be required to interface with other contractors, commercial telecommunications companies, equipment manufacturer representatives, engineers, and various agencies, department and other Government organizations relative to maintenance and enhancements of the MMAC telecommunications infrastructure.

B. Applicable Documents

2.0 Document Listing (Division 27). (See Section J, Attachment J.2)

2.1 Operational Control Documents. (Section Section J, Attachment J.3)

2.2 Order of Precedence. Any conflicts between the contract schedule, attachments and/or this Performance Work Statement (PWS) shall be resolved as described in Section I, Clause 3.2.2.3-33, Order of Precedence.

C. Acronyms/Terms

3.0 The following acronyms/terms apply to this PWS:

a. COR	Contracting Officer's Representative
b. COTR	Contracting Officer's Technical Representative
c. FAA	Federal Aviation Administration
d. GFE	Government Furnished Equipment
e. GFP	Government Furnished Property
e. IPT	Integrated Product Team
f. LAN	Local Area Network
g. MMAC	Mike Monroney Aeronautical Center
h. PWS	Performance Work Statement
i. WAN	Wide Area Network

Part II – Requirements

A. Work Requirements

1.0 Program Management. The Contractor shall efficiently and effectively manage performance under this contract to ensure that all the necessary technical and administrative planning, organizing, managing, coordinating, tracking, resource management and subcontract management required to perform the tasks outlined in this PWS are successfully completed.

1.1 Technical Support Tasks

1.1.1 The Contractor shall be responsible to provide specialized skills and knowledge for the installation, connectivity, and removal of voice, data and video circuitry, facilities and equipment, which includes LAN and WAN connections, telephone adds, moves and changes, and fiber paths and terminations. The services provided include problem determination and resolution as related to the Aeronautical Center network

infrastructure facilities (i.e. routers, switches, teleconference equipment and other network/telecommunications devices) connecting buildings campus wide, security access circuitry, FAA Telecommunications Infrastructure (FTI) equipment and local dial and telephone switch trunking. Responsibilities within the Systems Maintenance Facility (SMF) will be limited to equipment wired to the frame (i.e. circuitry, phone lines, data, etc.) Work may be performed on this contract within the SMF at the direction of the Government.

1.1.2 The Contractor shall be responsible for all wiring in support of the MMAC telecommunications network infrastructure to include mounting, installation of conduit and inside wiring for wireless access points. All wiring shall be accomplished in accordance with industry and MMAC established standards (see Division 27).

1.1.3 The Contractor shall be responsible for testing of FTI circuits, perform as the first line of issue determination for Video Teleconferencing, and, as required, perform installation of coax cable for Closed Circuit Television (CCTV).

1.1.4 The Contractor shall be responsible for completing work orders issued by the Telecommunications Division, AMI-400. Work orders will be issued via an automated work order system. The Contractor will be required to use the automated work order system to process, receive, track and successfully complete all orders. Routing work orders to add, remove, relocate or change telecommunications services shall be completed within 7 to 10 work days from the date of receipt of the work order. Emergency service work orders to add, remove, relocate or change service shall be given immediate attention upon receipt of notification and identification of the service outages.

1.1.5 The Contractor shall notify the Contracting Officer Representative (COR), Contracting Officer Technical Representative (COTR) or other designated Government representative in advance if services are to be interrupted during regular working hours for the purpose of restoring, repairing of lines, cable, or equipment. The work shall be done at a time which will cause the least impact to the users. All scheduled service interruptions must receive advance approval from the COR/COTR, or designated Government representative.

1.1.6 The Contractor shall be required to review all technical documents, such as architectural plans, floor plans, site survey reports, test plans, schedules, procedure and acceptance test reports, equipment performance and operational test, and provide feed back to the Telecommunications Division (AMI-400) as required.

1.1.7 The Contractor shall review and evaluate technical proposals submitted to the Telecommunications Division (AMI-400) to change or improve the MMAC infrastructure, and provide comprehensive analysis and recommendations as to the accuracy and technical soundness of the proposals. The Contractor will perform all evaluations taking into consideration the Facility Security Risk Management (FSRM) program.

1.1.8 The Contractor shall maintain a system to evaluate trouble ticket reported outages and take appropriate action to clear the trouble. The maximum time to respond to a trouble ticket shall be two hours. Trouble ticket outages for the purpose of this PWS are defined as single user outages. For all other outages the Contractor shall be required to notify the COT/COTR, or designated Government official, immediately and give a status report every half-hour until the problem is resolved. Contractor will be required to provide a monthly status report of trouble tickets and actions taken to resolve the trouble.

1.1.9 The supervisor and lead technician shall perform data entry into the software program to keep current MMAC cable records.

1.1.10 The supervisor, lead technician, all electronics technicians, and telecommunications mechanic/cable splicer shall wear safety glasses when performing work requiring hand tools.

1.1.11 The supervisor, lead technician, all electronics technicians, and telecommunications mechanic/cable splicer shall wear hard hats when entering telecommunications manholes. All personnel must have completed Confined Space Training prior to entering manholes. Upon entering manholes, all Confined Space Training standards are to be followed.

1.1.12 Technicians shall be required to install and remove network equipment (i.e. routers, hubs, uninterruptible power supplies and switches) at the direction of the Government.

1.1.13 When installing LAN connectivity, technicians shall be responsible for recording on the work order or trouble ticket, the position number, network port number and network device name.

1.1.14 Technicians, with confined space training, shall be responsible for taking digital photos of manholes when any changes are made to the infrastructure, and provide photos to the telecommunications office. Photo name should include manhole number and date (mm/dd/yyyy) that the photo was taken.

1.2 Managerial Support Tasks

1.2.1 The Contractor shall develop and maintain management, scheduling, and tracking systems as well as formulating and maintaining the Telecommunications Division (AMI-400) project schedules and databases.

1.2.2 The Contractor shall perform configuration management to evaluate proposed changes/upgrades to the MMAC infrastructure (hardware and software) to ensure they reflect improvements and are consistent with industry standards and the direction of the Telecommunications Division (AMI-400). All changes shall be fully documented and coordinated with the Telecommunications Division and must comply with the agency's applicable security regulations. The Contractor shall coordinate these efforts, as required, with other organization's support groups and contractors for compliance.

1.2.3 The Contractor shall provide the expertise and experience to assist the FAA in tracking and identifying the Government Furnished Equipment (GFE) or Government Furnished Property (GFP), by name, type, serial number and location.

1.2.4 The Contractor shall notify the COTR anytime FAA bar-coded inventory changes locations. Information will include building, room number and person responsible for inventory item.

1.3 Administrative Support Tasks

1.3.1 The Contractor shall be responsible for controlling the storage area assigned by the Government. This consists of keeping a current count of stock levels and informing the COR/COTR, or designated Government representative, when levels are low or restocking is required. The Contractor shall be responsible for setting up a database to track and maintain accurate inventory levels.

1.3.2 The Contractor shall be responsible for issuing all equipment and supplies from inventory, used on a daily basis to support the installation and relocation of telecommunication services at the MMAC. The Contractor shall keep a daily log of all equipment and supplies, and maintain/upgrade an automated and manual record keeping system.

1.3.3 The Contractor shall be responsible for tracking all equipment and supplies issued from stock. The Contractor shall be required to provide the Telecommunications Division (AMI-400) a weekly report, in writing, of all equipment and supplies used. The Contractor shall be required to set up and maintain a database for the purpose of tracking all equipment and supplies issued on a daily basis.

B. Staffing Requirements

2.0 Personnel. The Contractor shall provide the staffing required for on-site management and operations support of the MMAC telecommunications infrastructure. Additional staffing may be needed in times of heavy workload, unique or special projects, or when specific expertise is required for consultation, engineering and design services. Inversely, staffing may be decreased during periods where the place of performance is shut down completely or not open for business as usual. In the event of a staffing reduction the Contractor may be required to maintain and/or provide varied essential personnel from the labor categories identified at Section B. Essential personnel will be determined by the Government on a case-by-case basis. Reasons for place of performance shutdowns may include, but are not limited to, inclement weather, holiday closures, and for reasons of security.

2.1 On-Site Staffing. At a minimum, the Contractor shall provide on-site personnel as follows:

2.1.1 Telecommunications Manager (Supervisor) – The Telecommunications Manager / Supervisor will supervise the on-site technicians and interface with the COR / COTR or other designated Government representative(s). Provides management and operations support of the MMAC telecommunications infrastructure. Provides technical and administrative, planning, organizing, managing, coordinating, tasking resource management. Under the instruction of AMI-400, evaluates the inside and outside infrastructure cabling plant by providing copper and fiber requirements for possible upgrades of the MMAC telecommunications infrastructure. Coordinates work order performance i.e. schedule dates and strategic planning with Government COR / COTR. Supervises contractor's technical personnel work assignments.

2.1.2 Lead Telecommunications Technician – Troubleshoots repairs and replaces CSU/DSU and other telecommunications equipment. Installs, tests, troubleshoots, programs, maintains, and repairs switch equipment, hubs, routers, attendant consoles, power and ringing relay racks, telephones, paging, fire alarm, intrusion alarm, teleconference equipment, and computer data circuits and related apparatus required at the MMAC. Works on daily trouble tickets and moves, adds and changes work orders. The technician will also be responsible for assisting in the troubleshooting and the replacement of network devices as assigned by the Telecommunications Manager through workload assignments given to the Contractor by the Government COR / COTR. Network installations / repairs may be coordinated through a network administrator as required. Also creates switch equipment route path. Installs telephone and network positions. Extends, tests and trouble shoots T1, 56K, and ISDN circuits and any other telecommunication circuit. Analyzes system failures and other unusual system occurrences to isolate the source of the problem and determine whether the failure is caused by software, hardware, or other factors. Analyzes and assigns work order to technicians as designated by the manager/supervisor. Assess and evaluates inside and outside infrastructure cable plant. Performs site surveys using technical documents and assists in the development of job planning. Serves as the Contractor's acting manager / supervisor in the absence of the manager / supervisor. Maintains manual and/or computerized office records, including detail records, cable records, and parts inventory.

2.1.3 Electronics Technician Maintenance III - Utilizes engineered drawings, statements of work, and technical manuals to determine requirements for cable and fiber systems, prepares and installs conduit and cable pathways for inside and outside cable distribution, terminates cables, and installs telecommunications equipment. Performs site surveys using technical documents and assists in the development of job plans and building telecommunications closets. Installs grounding and bonding for telecommunications equipment in accordance with the ANSI/TIA/EIA/NEC and the Division 27. Installs conduit for cable runs not to exceed 100 feet. Moves electrical circuits.

2.1.4 Telecommunications Mechanic II /Cable Splicer – Performs tests, trouble shoots, programs, and repairs switch equipment, telephones, hubs, routers, switches, fire alarms, intrusion alarms, teleconference equipment, paging, and computer data circuits. Also creates switch equipment route path. Installs telephones and network positions. Network installations/repairs may be coordinated through a network administrator as required. Extends T1, 56K, ISDN, fiber and other telecommunication circuits. Works daily adds, moves, and changes work orders. Installs, maintains, repairs, troubleshoots, and modifies cable and fiber systems. Utilizes engineered drawings, statements of work, and technical manuals to determine requirements for cable and fiber systems, prepares and installs distribution equipment, terminates cables on main distribution frame, and installs rack equipment. Assess and evaluate inside and outside infrastructure cable plant. Performs site surveys using technical documents and assists in the development of job plans and the building of telecommunications closets. Installs grounding and bonding for telecommunications equipment in accordance with the ANSI / TIA / EIA / NEC and the Division 27. Ensures techniques, materials, and accomplishments are in accordance with technical standards, specifications, and engineered directives. Locates repairs and/or replaces splice cases, locates faulty splice cases, using resistance measurements and circuits over cable by using test equipment.

2.1.5 Telecommunications Mechanic I – Installs telephone and network positions. Works on inside and outside infrastructure cable plant. Assists Telecommunications Mechanic II as requested. Installs, removes, maintains, modifies, troubleshoots and repairs voice and/or non-voice communications systems including paging, alarm, analog and digital communications equipment. Runs cables, installs connectors, etc. associated with telecommunications equipment for voice and non-voice circuits.

2.2 Experience/Education

2.2.1 The Telecommunications Manager (Supervisor) and Lead Telecommunications Technician.

Both individuals in these positions must be able to evaluate, analyze, develop or improve communication systems, procedures and requirements as outlined in this PWS. Each must be a high school graduate or equivalent, with five years telecommunications technician experience and have BICSI training, certified in their specific area of telecommunications expertise as outlined in this PWS. The Telecommunications Manager (Supervisor) must be Registered Communications Designer and Distributor (RCDD) certified. The Telecommunications Manager (Supervisor) must have, at a minimum, three (3) college credit hours of AutoCAD and two (2) years experience utilizing Microsoft Word and Microsoft Excel. Requires 15 Continuing Education Units (CEUs) per year to be paid for by the Contractor. Proof of completion of CEUs are required prior to the expiration each contract period and before any remaining subsequent period may be exercised by the Government.

2.2.2 Electronics Technician Maintenance III must be an electrician licensed by the State of Oklahoma and City of Oklahoma City, certified to install electrical circuitry. Must be certified to install electrical circuitry. Must be able to evaluate, analyze, develop or improve communication systems, procedures and requirements as outlined in this PWS. Must be a high school graduate or equivalent with two (2) years telecommunications experience and have current electrical code training. Requires six (6) CEUs per year to be paid for by the Contractor. Proof of completion of CEUs are required prior to the expiration each contract period and before any remaining subsequent period may be exercised by the Government.

2.2.3 Telecommunications Mechanic II /Cable Splicer must be able to evaluate, analyze, develop or improve communication systems, procedures and requirements as outlined in this PWS. Each must be a high school graduate or equivalent and have BICSI training. Must have two (2) years experience. Requires six (6) CEUs per year to be paid for by the Contractor. Proof of completion of CEUs are required prior to the expiration each contract period and before any remaining subsequent period may be exercised by the Government.

2.2.4 Telecommunications Mechanic I must have two (2) years of experience in pulling wire cable to termination point, for installation of network positions, telephones, switches, etc. Must have BICSI training. Requires six (6) CEUs per year to be paid for by the Contractor. Proof of completion of CEUs are required prior to the expiration each contract period and before any remaining subsequent period may be exercised by the Government.

2.3 Key Personnel. For the purposes of this contract, the following positions are considered "key personnel" and are subject to the "Substitution of Key Personnel and Subcontractors" clause found in Section H: Telecommunications Manager (Supervisor) and Lead Telecommunications Technician.

C. Training Requirements

3.0 Contractor Provided Training. The Contractor shall provide technical skills enhancement training to its employees, as it relates to industry standards in telecommunications technology. This training is required in order to provide the telecommunications technicians with the knowledge, skills and abilities necessary to implement standards involved with current state-of-the-art software and hardware in support of network infrastructure LAN, WAN connectivity. Training shall include but not limited to Building Industry Consulting Services, International (BICSI) accredited training for all personnel. Training shall also include Confined Space Training to allow safety standard for entering manholes. The Contractor shall certify all CEUs for Contractor provided training.

3.1 Government Provided Training. Contractor personnel participation in FAA-sponsored training shall be on a stand-by / space-available basis only with the Contracting Officer's advanced approval. Training shall be reimbursed in accordance with Section H of the contract. The FAA may pay the direct hourly charges associated with the number of hours spent by the Contractor's employee(s) in training if authorized by the Contracting Officer in accordance with Section H.

3.2 See also Section H for the documentation requirements for estimating and reimbursement of these costs.

D. Travel Requirements

4.0 Required Travel. The Contractor may be required to travel in support of the telecommunications program. The COR / COTR or designated Government representative shall approve all travel in advance.

4.1 Travel Reimbursement. The Government will reimburse the Contractor for travel and per diem costs associated with performance of this contract where such travel has been approved in advance. The Contractor shall not be reimbursed for any unauthorized travel. Reimbursement will be at cost in accordance with the Federal Aviation Administration Travel Policy (FAATP). The Government will not reimburse the Contractor travel costs incurred for the replacement of personnel or for the convenience of the Contractor or Contractor's employees. See also Section H for the documentation requirements for estimating and reimbursement of these costs.

E. Correspondence Requirements

5.0 Written Correspondence. The Contractor shall coordinate written correspondence in accordance with the Office of Information Technology policies and guidelines on all reports, letters, memorandums, and documentation to include minutes of meetings, monthly reports, telephone conversation reports, trip reports and other written material. All documents shall be coordinated through the COR / COTR or designated Government representative. Further, all documents that will be distributed outside the FAA shall be reviewed for sensitive and/or classified information in accordance with the FAA's policies and regulations under this contract.

F. Quality Requirements

6.0 Quality Control. The Contractor shall establish and maintain a complete quality control plan to assure the requirements of the functions are provided as specified.

6.1 Quality Control Plan. The Contractor's quality control plan shall include an inspection system covering all services required by this PWS.

6.1.1 Two copies of the Contractor's quality control plan shall be provided to the Contracting Officer (CO) and COR not later than ten (10) calendar days after contract award. Updated copies must be provided to the CO and COR as changes occur. The quality control plan shall include an inspection system covering all services required by this PWS.

6.1.2 The methods and inspection system for identifying and preventing defective work in the quality of services shall be performed, documented and presented to the designated Government representative before the level of performance becomes unacceptable. Records of all on-site inspections conducted by the Contractor and necessary corrective actions taken shall be made available to the designated Government representative(s).

6.1.3 All documentation relevant to Quality Control, including, but not limited to, records, schedules, charts, listings, drafts, diagrams, etc. developed by the Contractor becomes the property of the Government and shall remain so even upon termination of this contract. The Contractor shall be responsible for keeping these items current at all times in a logical, orderly fashion. Documentation and records will be turned over to the Government upon request or completion of the task.

6.2 Quality Assurance Surveillance Plan (QASP). The FAA will evaluate the Contractor's performance under this contract using the surveillance method(s) outlined in the QASP attached to this Section. Once a month or as required by the performance requirement (frequency will be dependent on the specific performance requirement), the QAP will review documentation and/or observe accomplishment of Performance Requirement(s) to ensure the minimum Performance Standard(s) has(have) been met for the respective Performance Requirement(s).

6.2.1 The FAA will record the results of its surveillance. When observation indicates defective performance as evidenced by the FAA representative's surveillance report, the Contractor's representative will initial the report. AMS Clause 3.10.4-4, Inspection of Services - Both Fixed-Price & Cost Reimbursement, will govern remedies for defective performance.

6.2.2 The Contractor shall coordinate written correspondence in accordance with the Office of Information Services' policies and guidelines on all reports, letters, memorandum, and documentation to include

minutes of meetings, monthly reports, telephone conversation reports, trip reports and other written material. All documents shall be coordinated through the COR / COTR or designated Government representative. Further, all documents that will be distributed outside the FAA shall be reviewed for sensitive and/or classified information in accordance with FAA's policies and regulations under this contract.

G. Contractor-Furnished Equipment Requirements

7.0 The Contractor shall provide the following vehicles in support of the MMAC telecommunications infrastructure:

Pickup Truck – 1 each for use by the installation technicians.
1 Ton Truck – 1 each for heavy equipment delivery.

Additional off-street vehicles (scooters) will be provided by the Government as Government-Furnished Property.

7.1 The Contractor shall provide emergency equipment necessary to maintain contact with the Telecommunications Division as follows:

Cellular Phone – 1 each for Manager/Supervisor and Lead Technician (must also provide cellular phones to any individuals acting on a temporary basis in either of these roles)

Part III Supporting Information

A. Place of Performance and Hours of Operation

1.0 Place of Performance. The place of performance for this contract shall be as follows:

Federal Aviation Administration, Mike Monroney Aeronautical Center
Office of Information Technology (AMI)
6500 S. MacArthur Blvd.
Oklahoma City, Oklahoma 73169

1.1 Hours of Operation and Point of Contact. The Contractor shall provide a support work force on-site from 6:00 a.m. to 6:00 p.m. during normally scheduled Government workdays. Technicians will be available on-call to perform emergency service 24 hours per day, 7 days per week. During periods where the place of performance is shut down or closed to business as usual, the Contractor, in addition to staffing adjustments, may be further required to adjust the hours of operations.

1.1.1 The Contractor is not required to provide routine service on the days observed by the Government as federal holidays, with the exception of emergency work orders or emergency repairs. Federal holidays are:

New Years Day	Martin Luther King's Birthday	President's Day
Memorial Day	Independence Day	Labor Day
Columbus Day	Veteran's Day	Thanksgiving Day
Christmas Day		

1.1.2 The point of contact for technical issues related to this contract shall be as follows:

COTR (AMI-400)
FAA, Mike Monroney Aeronautical Center
Multi-Purpose Building, Room B-5E
6500 S. MacArthur Blvd.
Oklahoma City, Oklahoma 73169

B. Government Furnished Items

2.0 Government Furnished Items. The Government shall provide to the Contractor, at no cost, facilities for administrative use, shop space and vehicle parking. The Contractor shall be responsible for physical security

of all Government furnished facilities. The Contractor shall use the facilities in a prudent manner and protect against waste and abuse.

2.1 Government Furnished Services. Water, sewage service, refuse collection, telephone service, electricity and heat will be furnished by the Government at no cost to the Contractor for accomplishing the work described in this PWS.

2.2 Government Furnished Equipment (GFE). The Government shall provide to the Contractor, at no cost, equipment listed below for use in conjunction with this contract. All GFE shall be used in a prudent manner and be protected from waste and abuse.

(see attached listing beginning next page)

Government Provided Equipment	Bar Code	Other Model/Serial #	Location	Cost	Number	Total Price
Daihatsu	JDA000S8000309438	Tag 0165		\$ 7,000.00	1	\$ 7,000.00
Daihatsu	JDA000S8000309410	Tag 0167		\$ 7,000.00	1	\$ 7,000.00
Carry All 6 Club Car	AC3590	Tag 0024		\$14,590.00	1	\$ 14,590.00
Carry All 6 Club Car	AC3588	Tag 0026		\$14,590.00	1	\$ 14,590.00
Carry All 6 Club Car	AC3589	Tag 0023		\$14,590.00	1	\$ 14,590.00
Carry All 6 Club Car	AC3587	Tag 0022		\$14,590.00	1	\$ 14,590.00
Brady Ls2000	G29517	1	Office	\$ 784.93	1	\$ 784.93
Justrite Storage Cabinet (for Orange Paint		1	Dock Store Rm	\$ 680.00	1	\$ 680.00
Ditch Witch Cable Locator 950 R/T Qty 1	AA3895	SN# 114407	Office	\$ 3,209.00	1	\$ 3,209.00
Fluke Net DSP-4000 (CAT6 Tester)	N85807		File Cabinet	\$ 5,439.94	1	\$ 5,439.94
Fluke Networks Net Tool w/Case	AB5238	8907334	CSD Van	\$ 2,258.47	1	\$ 2,258.47
Fluke Networks Net Tool w/Case	AB5239	8907333	File Cabinet	\$ 2,258.47	1	\$ 2,258.47
Fluke Networks Net Tool w/Case	AB5240	8907328	File Cabinet	\$ 2,258.47	1	\$ 2,258.47
Fluke TDR Copper Tester	AA8517	8824004	File Cabinet	\$ 4,551.00	1	\$ 4,551.00
Fluke Quickbert T-1 Tester	AC2529	9244002	File Cabinet	\$ 2,515.00	1	\$ 2,515.00
25 Pair Cable Tester	F53926		Office Store RM	\$ 2,920.00	1	\$ 2,920.00
25 Pair Cable Tester	F53927		Office Store RM	\$ 2,920.00	1	\$ 2,920.00
FSM-40F Kit w/Cleaver & Hot Jacket Stripper	AA5626	PIN 1059081	Office Store RM	\$35,556.00	1	\$ 35,556.00
Cleaver	A24235		Office Store RM	\$ 1,320.00	1	\$ 1,320.00
Leviton Threadlock Kit w/Versacleave Tool & 200X Scope 49800 UTP	AA5632		Office Store RM	\$ 588.00	1	\$ 588.00
Fiber Optics Microscope	A24237		Office Store RM	\$ 1,086.00	1	\$ 1,086.00
Siecor OTDR Model 383 (Fiber Tester)	AA3658	SN# 15464	Office Store RM	\$23,684.21	1	\$ 23,684.21
Siecor Sheath Removal Kit	A24232		Office Store RM	\$ 520.00	1	\$ 520.00
Synergy Fiber Termination Kit ST-KIT	AA5630		Office Store RM	\$ 522.92	1	\$ 522.92
LC fiber Kits	Ser. 22342		Office Store RM	\$ 1,498.00	1	\$ 1,498.00
LC fiber Kits	Ser.22757		Office Store RM	\$ 1,498.00	1	\$ 1,498.00
Corning VFL 350 Qty 2			File Cabinet	\$ 155.50	2	\$ 311.00
Synergy Fiber Termination Kit ST-KIT	AA5631		Office Store RM	\$ 522.92	1	\$ 522.92
Link runner Fluke tester	Ser. 9669100			\$ 2,258.47	1	\$ 2,258.47
Link runner Fluke tester	Ser. 9669115			\$ 2,258.47	1	\$ 2,258.47
Link runner Fluke tester	Ser. 9669080			\$ 2,258.47	1	\$ 2,258.47
Brady Idxpert Labeler	Ser.PGIXA835601189			\$ 354.50	1	\$ 354.50
Brady Idxpert Labeler	Ser.PGIXA835601145			\$ 354.50	1	\$ 354.50
Brady Idxpert Labeler	Ser. PGIXA835601239			\$ 354.50	1	\$ 354.50
Fluke 73 III Multimeter			File Cabinet	\$ 280.20	1	\$ 280.20
Panduit Label Machine Model LS8E				\$ 354.75	1	\$ 354.75
Agilent OTDR E6000A	AC3593	DE41307714	Office Store RM	\$14,027.75	1	\$ 14,027.75
LC fiber Kits	AA5631		Office Store RM	\$ 522.92	1	\$ 522.92
LC fiber Kits	AA5630		Office Store RM	\$ 522.92	1	\$ 522.92
Greenlee Power Finder Closed Circuit Tester			Office Store RM	\$ 550.00	1	\$ 550.00
Motorola HT750 Programmable Radio (1 Each)		672TKY5876		\$ 600.00	1	\$ 600.00
Motorola HT750 Programmable Radio (1 Each)	AC8509	672HEGF558		\$ 600.00	1	\$ 600.00
Motorola HT750 Programmable Radio (1 Each)	AA8513	672HEGF562		\$ 600.00	1	\$ 600.00
Motorola HT750 Programmable Radio (1 Each)	AC2539	672THJC577		\$ 600.00	1	\$ 600.00
Motorola HT750 Programmable Radio (1 Each)	AC2541	672THJC581		\$ 600.00	1	\$ 600.00

Motorola HT750 Programmable Radio (1 Each)	AC2542	672THJC591		\$ 600.00	1	\$ 600.00
Motorola HT750 Programmable Radio (1 Each)	AC2543	672THJC584		\$ 600.00	1	\$ 600.00
Motorola HT750 Programmable Radio (1 Each)	AC2544	672THLA249		\$ 600.00	1	\$ 600.00
Motorola Repeater			MPB Roof	\$ 4,300.00	1	\$ 4,300.00
Motorola Repeater Spare			Office Store RM	\$ 1,650.00	1	\$ 1,650.00
Sony Camera Ser. 715219	16 GB Lexar		File Cabinet	\$ 278.00	1	\$ 278.00
Dell Laptop	100031789	2T3JKF1	AB3150	\$ 1,664.86	1	\$ 1,664.86
Dell Optiplex 780 & 19" screen	8004 0744696 100061366	1K1K7M1		\$ 1,200.00	1	\$ 1,200.00
Dell Laptop E6400 & dock & 24" screen	8004 0744696 100047314	40Q7TK1		\$ 1,485.00	1	\$ 1,485.00
Dell Optiplex GX620 & 19" Screen	Barcode AB9584	DV7KY81		\$ 1,020.67	1	\$ 1,020.67
Dell Optiplex GX620 & 24" Screen	Barcode AB9582	6V7KY81		\$ 1,020.67	1	\$ 1,020.67
Dell Optiplex 755 & 19" Screen	8004 0744696 100039560	DAGZGH1		\$ 1,026.15	1	\$ 1,026.15
Dell Optiplex 755 & 19" Screen	8004 0744696 100039536	AB3160	HRYWGH1	\$ 1,026.15	1	\$ 1,026.15
Dell Optiplex 755 & 19" Screen	8004 0744696 100039537	barcode AB3161	JRYWGH1	\$ 1,026.15	1	\$ 1,026.15
Dell Optiplex GX620 & 19" Screen	8004 0744696 100010726	7SD3WB1		\$ 1,183.33	1	\$ 1,183.33
LEXMARK X342N	AB3156		OFFICE	\$ 313.10	1	\$ 313.10
HP Designjet T1120PS	AC4883	Plotter	B13 STORE RM	\$ 6,472.34	1	\$ 6,472.34
Safety Glasses	N/A					
Hard Hats Qty 10	N/A		Office Store RM	\$ 10.00	10	\$ 100.00
Elk River, Inc. Personal Fall Protection Kit with Tripod			Office Store RM	\$ 20.00	10	\$ 200.00
Greenlee Cable Pulling System			Office Store RM	\$ 1,698.56	1	\$ 1,698.56
Greenlee Jack Stands		SN# YJ7629YA	MPB Store RM	\$ 4,556.50	1	\$ 4,556.50
Dayton Model 4VV68 3" Pump Ser. B052244817			MPB Store RM	\$ 182.75	2	\$ 365.50
Industrial Scientific Multi Gas Monitor w/Sample Pump			Dock Store Rm	\$ 535.00	1	\$ 535.00
Manhole Conductive Ventilation Kit	M40/SP40		Office Store RM	\$ 653.00	2	\$ 1,306.00
GMP 01368 Manhole cover Lifters			Dock Store Rm	\$ 819.00	2	\$ 1,638.00
Manhole Safety Rail			Office Store RM	\$ 198.00	2	\$ 396.00
Ventilation Blower			Dock Store Rm	\$ 229.25	2	\$ 458.50
Ventilation Heater			Dock Store Rm	\$ 573.00	1	\$ 573.00
GMP Continuous Duct Rodder	AB3153		Dock Store Rm	\$ 807.00	1	\$ 807.00
Greenlee Quick Draw Punch Set 7806SB			Office Store RM	\$ 1,223.55	1	\$ 1,223.55
Porter Cable, Porta Band, mod. 725, ser. 528400			Office Store RM	\$ 734.00	1	\$ 734.00
Milwaukee 1 1/2" Rotary Hammer, ser. 688A194240195 Corded		528400	Office Store RM	\$ 500.00	1	\$ 500.00
Greenlee Slug Buster Knock Out Kit 7306SB		688A194240195	Office Store RM	\$ 250.00	1	\$ 250.00
12 Foot Ladders		7306SB	Office Store RM	\$ 1,000.00	1	\$ 1,000.00
12 Foot Ladders			Dock Store Rm	\$ 225.00	1	\$ 225.00
8 Foot Ladders			Dock Store Rm	\$ 235.00	1	\$ 235.00
6 Foot Ladders QTY 5			Dock Store Rm	\$ 97.00	2	\$ 194.00
7 Foot Ladder			Dock Store Rm	\$ 72.00	5	\$ 360.00
Milwaukee 17 piece hole saw kit Qty 4				\$ 166.43	1	\$ 166.43
Milwaukee 3/8" Hammer Drill ser. 665D597300202 Corded			Office Store RM	\$ 100.85	4	\$ 403.40
Milwaukee 1/2" Hammer Drill ser. 819B599480267 Corded			Office Store RM	\$ 142.20	1	\$ 142.20
5 Pair Punch Tool			Office Store RM	\$ 158.75	1	\$ 158.75
			Office Store RM	\$ 158.00	5	\$ 790.00

Small Shop Vac Qty 5			Office Store RM	\$ 50.85	5	\$ 254.25
Floor Tile Remover			Office Store RM	\$ 38.75	10	\$ 387.50
Toner & Probe Sets Qty 7			Office Store RM	\$ 94.70	7	\$ 662.90
6 Pin Banjo QTY 7			Office Store RM	\$ 18.90	7	\$ 132.30
8 Pin Banjo			Office Store RM	\$ 21.53	5	\$ 107.65
Klein Big Cable Cutters Qty 8			Office Store RM	\$ 25.70	8	\$ 205.60
Dewalt Cordless Drills	Ser. 912909		Office Store RM	\$ 311.45	1	\$ 311.45
Dewalt Cordless Drills	Ser. 912527			\$ 311.45	1	\$ 311.45
4" Channel Locks			Office Store RM	\$ 22.06	2	\$ 44.12
Westward Tin Snips Qty 1			Office Store RM	\$ 15.60	1	\$ 15.60
3/4" Conduit Bender				\$ 86.95	1	\$ 86.95
1" Conduit Bender				\$ 108.69	1	\$ 108.69
Metal Fish Tapes			Office Store RM	\$ 61.70	7	\$ 431.90
Can Wrenches			Office Store RM	\$ 16.00	10	\$ 160.00
Gaffer Poles Qty 2			Office Store RM	\$ 111.20	2	\$ 222.40
Wire Wrap Guns (1 in ARB B15 & 1 in Remote Switch)			Office Store RM	\$ 53.69	2	\$ 107.38
Wire Strippers (1 in ARB B15 & 1 in Remote Switch)			Office Store RM	\$ 8.13	2	\$ 16.26
Unwrap Tools (1 in ARB B15 & 1 in Remote Switch)			Office Store RM	\$ 6.76	2	\$ 13.52
Dewalt Heavy Duty Saw			Office Store RM	\$ 177.15	1	\$ 177.15
Allen 3/8" Socket Set			Office Store RM	\$ 25.00	1	\$ 25.00
Telephone Test Set	0350 515481			\$ 150.00	1	\$ 150.00
Telephone Test Set	0350 515485			\$ 150.00	1	\$ 150.00
Telephone Test Set	0346 512825			\$ 150.00	1	\$ 150.00
Telephone Test Set	9926 563829			\$ 150.00	1	\$ 150.00
Telephone Test Set	0346 512775			\$ 150.00	1	\$ 150.00
Telephone Test Set	0340 511443		Office Store RM	\$ 150.00	1	\$ 150.00
Telephone Test Set	0350 515370		Office Store RM	\$ 150.00	1	\$ 150.00
Telephone Test Set	0722 504877		Office Store RM	\$ 150.00	1	\$ 150.00
Rubbermaid Safety cones			Office Store RM	\$ 32.15	8	\$ 257.20
Dayton model 4Yx97 Pallet Jack			Dock Store Rm	\$ 515.57	1	\$ 515.57
Dayton model 4ZJ32 Hand trucks			Office Store RM	\$ 144.95	2	\$ 289.90
Dayton Pallet Cart (big Cart)			Office Store RM	\$ 350.50	1	\$ 350.50
Rubbermaid Platform carts Qty 3			Office Store RM	\$ 548.00	3	\$ 1,644.00
Durham Base + 18 Drawers (Taylor's Daihatsu) Tag 34706				\$ 291.65	1	\$ 291.65
DC/AC converter	(mounted in CSD Pick up			\$ 81.70	1	\$ 81.70
						\$249,255.18

C. Issuance of Task Orders and Work Orders

3.0 Task Orders and Work Orders will be used to initiate, fund, and track all work requests under this contract. Task Orders will be issued for the purpose of outlining programmatic work (i.e., Trouble Desk, Cabling, etc.) or "as-needed" actions (one-time response / support) and will be the mechanism used by the Government to obligate funds under the contract. Work Orders will be issued under each Task Order to further define scope, deliverables, and schedules within that program / project and for the purpose of gaining Government approval for the reimbursable materials, training, subcontracts, and travel under Paragraph D below. Work Orders are not funding documents.

3.1 The Work Order Form, Section J, shall be used for the purpose of initiating all work requests and tracking all progress / completion of work, between the Government and the Contractor under each Task Order. A Work Order may be initiated by either the Contractor or the Government based on coordination between the Telecommunications Manager (Supervisor) and the COR / COTR.

3.2 Work Orders must be completed in full to include a brief scope of the task, labor categories to be utilized, estimated hours, and any materials, training, subcontracts, and/or travel required under the cost-reimbursable line items of Section B. Completed Work Orders shall be signed by the Contractor's Telecommunication Manager (Supervisor) or their designee in their absence.

3.3 Work Orders shall be submitted by or to the Contractor not less than two (2) business days in advance of the need for routine work requests. Work Orders shall be reviewed and approved by the Government in not more than two (2) business days after receipt for routine work requests, or returned to the Contractor for additional information prior to approval. The COR / COTR is the approval official for Work Orders under this contract.

D. Reimbursable Material, Training, Subcontracts, and Travel (Contract Line items 0011, 0012, 1011, 1012, 2011, 2012, 3011, 3012, 4011, and 4012).

4.0 The actual cost of materials, training, subcontracts, and travel up to the funded amount on the line items listed in Paragraph D above may be reimbursed by the Government. The Contractor shall assure such costs were estimated as part of approved Work Orders prior to submission of receipts for review and payment. The Work Order process can be found in Paragraph C (3.0 – 3.3) above.

4.1 After the Contractor has incurred costs under the applicable line items, the Contractor shall submit backup documentation to the COR / COTR for these expenses as part of any invoice or pay request.

4.2 The Contractor may propose bulk purchases for reimbursement under these line items if it is for benefit of receiving discounted pricing, but shall not place such orders without first receiving written approval by the COR / COTR in the form of an approved Work Order. Such requests must be made in accordance with the requirements herein and should only be made for those parts and materials required and for which it is reasonably known that the entire quantity purchased will be used during the current contract period. Such purchases are subject to the funding limitations outlined in Paragraph E and its subparagraphs below.

4.3 Reimbursable subcontract services include services provided by vendors and trades people hired by the Contractor to perform actions approved by the Government on Work Orders. They do not include services specified in other line items of the contract, to include Phase-In, Phase-Out, or other labor categories identified in Section B.

4.4 The Contractor shall submit copies of all receipts showing detail by item or service purchased for materials, training, subcontracts, and travel to substantiate costs invoiced. Travel costs may not exceed costs for lodging and per diem / subsistence outline in the FAA's governing travel regulation.

E. Funding and Limitations of Funds

5.0 This contract may be funded incrementally through the issuance of individual delivery orders for partial quantities in any given contract period. Each delivery order must be fully funded for the work included

therein. This process does fall under any formal incremental funding authority by fiscal appropriation and clauses for such arrangements are not included in this contract.

5.1 The Contractor shall not, under any circumstance, expend more than the amount obligated on the contract for any line item. The Contractor shall notify the Contracting Officer (CO) and COR / COTR in writing via e-mail or letter upon reaching 75% of the amount for the reimbursable line items outlined in Paragraph D above. This notification shall occur at the time of request of a Work Order that, if executed in full, would reach or exceed 75% of funds obligated.

5.2 The Contractor shall track the costs incurred for the reimbursable line items in their monthly progress reports by Work Order number.

5.3 When incremental funding is utilized, the COR / COTR shall coordinate with the Administrative Contracting Officer (ACO) for obligation of additional increments of funding, up to the full contract value for the period, to be placed by formal written modification to the contract. The COR / COTR shall not approve any Work Order wherein the total amount of the order would exceed the amount of funds obligated on the contract.

F. Invoices and Payments

6.0 Invoice and Payment Instructions. Payment will be made upon completion of Work Orders issued under this contract for which a proper invoice has been received. The COTR shall inspect and accept all deliverables received and/or services performed prior to authorizing payment. Payment will not be made on progress (unless based on a performance milestone outlined in the Work Order) or percent complete. Copies of complete Work Orders shall be submitted with the invoice in which they are billed.

6.1 Invoices shall be submitted with an original invoice WITH all required information including any necessary supporting documentation for reimbursable costs to each:

FAA Financial Operations Division (AMZ-100)
6500 S. MacArthur Boulevard
PO Box 25082
Oklahoma City, OK 73125-4304

Contractor shall also submit one copy of each invoice, including all supporting documentation to:

COR / COTR
Administrative Contracting Officer (Block 24 of contract award document)

G. Administration

7.0 Limit of Authority – Contracting Officer's Representative (COR) and Contracting Officer's Technical Representative (COTR). The Contracting Officer's Representative (COR) and Contracting Officer's Technical Representative (COTR) will be assigned in writing at the time of contract award. CORs and COTRs are expressly limited to the authorities stated in their appointment letters.

7.1 Authorities and Technical Direction. The Contractor shall not take direction from any Government employee or any other person other than the Government Contracting Officer that changes the terms and conditions of this contract action, the scope, or any change that impacts the cost, price or schedule. Changes authorized by the Contracting Officer will be in the form of a written, official, signed modification to the contract action received by the Contractor before the Contractor will act upon those changes. The Contractor will comply with the Changes clause of this contract when the contractor believes direction has been given from persons other than the Government Contracting Officer that equate to a change by notifying the Contractor Officer as directed by the clause. Any direction given by any Government employee or any other person outside their authority must be reported to the Contracting Officer.

H. Option Periods

8.0 This contract will include up to four (4) option periods of 365 calendar days in length. Option periods may be exercised in writing by the Contracting Officer by formal written modification to this contract. Option periods may be exercised at the sole discretion of the Government.

I. Place and Period of Performance

9.0 Place of Performance. The Contractor shall perform the work on the premises of the Mike Monroney Aeronautical Center (MMAC), Oklahoma City, OK.

9.1 Period of Performance. The period of performance shall commence upon award of this contract by the FAA Contracting Officer, and continue for 365 calendar days. Each option period, if exercised, will commence on the anniversary date of the base contract award.

9.2 Total contract performance shall not exceed a five (5) year period.